## **Appendix D: Recommendation Table**

## **Recommendation Table**

<b>Instructions</b> : Rate each of the recommendations identified in the Worksite Wellness Assessment on the following aspects: importance, cost, time and commitment. Rate each on a scale of 1-5 (low-high) using the chart below. Higher scores should indicate priority items to implement.											
Importance		How important is the recommendation?  1 = Not at all important  3 = Somewhat important  5 = Very important									
Cost		How expensive would it be to plan and implement the recommendation?  1 = Very expensive  3 = Moderately expensive  5 = Not expensive  NOTE: You can get an idea of relative cost by looking at the strategies in Step 4, which are arranged by low, medium and high resources needs.									
Time		How much time and effort would be needed to implement the recommendation?  1 = Extensive time & effort 3 = Moderate time & effort 5 = Low time & effort									
Commitment		How enthusiastic would employees be about implementing the recommendation?  1 = Not enthusiastic  3 = Moderately enthusiastic  5 = Very enthusiastic									
Reach	1	How many employees will likely be affected by this recommendation?  1 = Very few employees 3 = Some employees 5 = Most or all employees									
Item #	Reco	ommendations	Importance	Cost	Time	Commitment	Reach	Points / Ranking	Comments		

Item #	Recommendations	Importance	Cost	Time	Commitment	Reach	Points / Ranking	Comments
	Recommendations							